



**CALIFORNIA WORKFORCE INVESTMENT BOARD
ADMINISTRATIVE COMMITTEE
MEETING NOTICE**

**September 9, 2008
10:30 a.m. – 12:00 p.m.
KB Homes**

**10990 Wilshire Blvd.
Los Angeles, CA**

**Audio Teleconference Site:
California Workforce Investment Board
777 12th Street, Suite 200
Sacramento, CA**



Lawrence Gotlieb
Chair

Chris Essel
Vice Chair

Arnold Schwarzenegger
Governor

Barbara Halsey
Executive Director

AGENDA

- 1. Welcome and Announcements – Larry Gotlieb, Chair**
- 2. Update – Executive Director's Report**
- 3. Action – Approval of Administrative Items**
 - April 11, 2008 Administrative Committee Meeting Summary**
- 4. Discussion – State Board Meeting Agenda**
- 5. Public Comment**
- 6. Other Business that May Come Before the Committee**

Meeting conclusion time is an estimate; meeting may end earlier subject to completion of agenda items and/or approved motion to adjourn. In order for the Committee to provide an opportunity for interested parties to speak at the public meetings, public comment may be limited. Written comments provided to the Committee must be made available to the public, in compliance with the Bagley-Keene Open Meeting Act, §11125.1, with copies available in sufficient supply.

Individuals who require accommodations for their disabilities (including interpreters and alternate formats) are requested to contact the California Workforce Investment Board staff at (916) 324-3425 at least ten days prior to the meeting. TTY line: (916) 324-6523. Please visit the California Workforce Investment Board website at <http://www.calwia.org> or contact Daniel Patterson for additional information.

Welcome and Opening Remarks

Update – Executive Director’s Report

Action: Approval of Administrative Items

- **April 11, 2008 Administrative Committee Meeting
Summary**

Administrative Committee Notes
April 11, 2008

In Attendance:

Vickie Bradshaw
Barbara Halsey
Tim Rainey
Jamil Dada

Chris Essel
Jamie Fall
Jose Millan

- **Welcome and Announcements:**

Chris Essel welcomed everyone and had each person introduce themselves.

- **Update Executive Director's Report:**

Transformational Roundtables: The members were shown a presentation used by Barbara and State Board staff at the roundtables which describes the global economic competitive factors and provides a lead into discussing regional sector strategies.

Barbara provided a summary of input from the roundtables held to date in the following regions: Southern (San Bernardino), Northern (Oroville), Central (Merced), Los Angeles (Ventura) and Bay Area (Oakland). She stated that the California Regional Economies Project (CREP) Clusters of Opportunity methodology is appearing to be more of a solution, allowing the development of strategies based on information that is current. The methodology identifies long term industry needs and training 10-15 years out. It allows local partners to look at different types of outcomes, not just those typically associated with categorical funding streams. She also recognized the other research efforts in regional analysis: Orange County and mentioned that Humboldt County has taken an additional step in their regional efforts.

Mr. Millan attended the forum in Ventura County and stated that the Community Colleges in the area are working with local medical facilities and other local stakeholders to provide employment opportunities in those communities. These forums bring together local partnerships to look at data and encourage more local dialogue across the silos in our systems. Ms. Bradshaw commented on the need to leverage/cross pollinate these efforts with funds from these other silos. She also spoke to the multi-faceted problem of replacing older workers and preparing new workers and that education has to help people become employable with those skill sets that are relevant and geared to these opportunities.

Ms. Bradshaw provided an update on the Economic Strategy Panel forum held in San Jose. The focus of the forum was on "Green" as its own industry sector. She commented that many of the green jobs are absorbed into a variety of industries. The

forum included 2 panels: Research and Development (R&D) Providers and Application/Consumers.

R&D Providers are principally exporting their products as they are still not cost effective to produce on a massive scale in the United States. However, these companies will have statewide impact when products are more cost effective for other consumers.

- ✓ Applicators/Consumers: 2 sectors with this category – initial adapters and large energy consumers
- ✓ Most jobs are in R&D and manufacturing. A big push to do Green and identify full opportunities 4-5 years into the future. Where are the decision/policy points to help these explode? She also commented that this may be an opportunity to define a sector – Green – and define it in a way that everyone can understand and therefore operate in sync.

Mr. Millan commented that another part of the Green economy was in energy production. He commented that the Community Colleges are currently working with public utilities to develop an initiative to prepare workers for this industry.

There were no additional comments or questions on the Executive Director's Update.

- **Approval of Administrative Items:**

Ms. Essel asked for a motion to approve the Administrative Committee Meeting Summaries for the October 10, 2007 and the February 1, 2008 meetings. They were approved by all members present without comment.

- **Discussion - Future Direction of the State Board and Special Committees**

As an introduction to this topic, Ms. Halsey provided members a copy of an early draft of a Transformation Plan being developed by the staff. This document was initially submitted to the Department of Labor in the form of a grant application for technical assistance funding for Transformation Planning in California. This document could be used as a preliminary framework to generate discussions with the State Board members around priorities, goals, and if warranted, realignment of the Special Committees. The following is a summary of statements and questions asked relative to this topic

- ✓ If use of the CREP methodology is a way to form partnerships, how does the State Board develop a formal stance to influence decisions in this area?
- ✓ What are the key things that only the Board can accomplish or is the best postured to do? What are the targeted actions – how can the State Board help?

- ✓ Is it time to recast the Committees – evaluate their composition and their focus?
- ✓ Evaluation of Apprenticeships as part of Career Technical Education – how to tie in disparate discussions into life long learning arena – not as an isolated discussion.
- ✓ How does the State Board engage to help develop training that is relevant? Initiatives in the healthcare arena have been focused. The auto mechanic sector also has needs but has not received the same attention.
- ✓ This is an opportunity to re-engage the Board member and involve them in specific tasks in the Special Committees.
- ✓ These broad goals in the Plan should be narrowed down to four or five attainable goals for the Board.
- ✓ We need to have a full discussion with the State Board about priorities and build Committees around these priorities.
- ✓ We need a structured proposal that includes a matrix of performance around how business measures success.
- ✓ What are the targeted actions? An ad hoc committee can be formed to identify specific actions.
- ✓ How can we engage the California Chamber – have them present at the next Board meeting. The possibility of having a panel representing three to four areas to share their strategies on how they engage and develop local partnerships and initiatives.

- ✓ It was recommended that the Plan be presented in the form of an executive summary for each broad category identified in the plan, and the Administrative Committee can vet the document for the full Board.

Public Comment:

There was no additional business or public comment.

Other Business that may come before the Board.

There was no comment. The members will be polled to determine their availability for a Board meeting in the July/August timeframe. The meeting was adjourned.

Discussion:

- **State Board Meeting Agenda**

CALIFORNIA WORKFORCE INVESTMENT BOARD



MEETING NOTICE

Date, time and location to be determined



Sacramento, CA

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Chair

Arnold Schwarzenegger
Governor

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Barbara Halsey
Executive Director

AGENDA

- 1. Welcome and Opening Remarks**
 - **Larry Gotlieb, Chair**
- 2. Update – Labor and Workforce Development Agency Report**
- 3. Update – Executive Director’s Report**
- 4. Action:**
 - **Approval of October 10, 2007 State Board Meeting Summary**
 - **Board to cede Authority to Administration Committee to Approve:**
 - ✓ **2007-2008 Annual Report**
 - ✓ **Local Board Recertification for 2009-2011**
- 5. Discussion - Information Presentation**
 - **Doug Henton, Collaborative Economics**
“Green Technology Sectors and Opportunities in California”
 - **Next Steps – Organizing Work of the Board**
- 6. Public Comment**
- 7. Other Business that May Come Before the State Board**

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Public Comment

Other Business